

BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Joanne McConnell
Jared Nestor
Adam Starks
Ron Phillips

FROM: EDDIE VINCENT, SUPERINTENDENT

DATE: October 3, 2023

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, October 9, 2023**, at the **Board of Education Office, 45 School Street, Philippi, WV 26416.**

Call to Order

Pledge to Flag

Invocation

Minutes –

Approve the minutes of the September 25, 2023 meeting. – Enclosure A

Recognitions –

Discussion –

School performance, student outcomes, academics –

Attendance/Enrollment report

Delegation(s) –

Reports –

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Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve/Confirm fundraising activity requests as submitted (all candy sales will be done outside school hours) - Enclosure B
 - A. Belington Middle School
 1. (5th Grade Class) - \$500.00
 2. (Band) - \$2,000.00
 3. (Band) - \$2,000.00
 - B. Philip Barbour High School
 1. (Band) - \$2,000.00
 2. (Cheerleading) - \$1,000.00
 3. (Cheerleading) - \$1,000.00
 4. (HOSA) - \$500.00
 5. (HOSA) - \$500.00
 6. (HOSA) - \$500.00
 7. (Senior Class) - \$200.00
 - C. Philippi Middle School
 1. (PTO) - \$500.00
 2. (PTO) - \$1,000.00
 3. (PTO) - \$1,500.00
 4. (Volleyball) - \$200.00
 5. (Volleyball) - \$300.00
2. Recommendation: Approve regular payroll in the amount of \$522,085.26. – Enclosure C
3. Recommendation: Approve payment of bills in the amount of \$11,560.81. – Enclosure D
4. Recommendation: Approve payment of bills in the amount of \$158,854.46. – Enclosure E
5. Recommendation: Approve the final total of utility/copier bills in the amount of \$2,679.98. – Enclosure F
6. Recommendation: Approve the final total of travel reimbursement check run in the amount of \$3,700.30. – Enclosure G

Curriculum & Instruction -

7. Recommendation: Authorize Philip Barbour High School to host their prom off-site at 4T Arena in Bridgeport. – Enclosure H

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8. Recommendation: Approve/Confirm curricular trips. – Enclosure I
- A. Belington Elementary School
 - 1. (School) – to Rich’s Farm on October 19, 2023
 - B. Philip Barbour High School
 - 1. (Band) – to Nashville, TN on April 18-21, 2024
 - 2. (Colt Chords – select choir) – to Clarksburg, WV on November 13, 2023
 - 3. (FBLA) – to Charleston, WV November 1-3, 2023
 - 4. (HOSA) – to Charleston, WV on November 2-3, 2023
 - 5. (Theater Class/Colt Chords select choir) – to Elkins, WV on October 18, 2023
 - 6. (Therapeutic Services and all interested) – to Bridgeport, WV on October 12, 2023

Facilities & Maintenance –

9. Recommendation: Approve/Confirm the use of buildings and/or grounds. – Enclosure J
- A. Kasson Elementary Middle School
 - 1. December 9, 2023 – requested by Twila Matlick for Family Holiday Dinner
 - B. Philip Barbour High School
 - 1. During the 2023/2024 School year - requested by Kristi Grassi for School age students basketball practice
 - 2. On December 5, 2023 – requested by Tonya Baker for Philippi Elementary School’s Annual Christmas Program
 - C. Philippi Middle School
 - 1. On October 28, 2023 – requested by Kathy Ammons for Halloween Dance

Food Service –

Policies –

Student Support –

10. Recommendation: Approve a contract with Best Life Therapy to provide speech therapy services for the 2023-2024 school year and the 2024 Extended School Year as needed. – Enclosure K
11. Recommendation: Approve a contract with Integrated Speech Solutions, LLC to provide speech therapy services for the 2023-2024 school year and the 2024 Extended School Year. – Enclosure L

Transportation –

Travel –

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure M

Vocational –

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Personnel –

13. Recommendation: Approve notice of assignment of Affiliation Agreement with The University of Phoneix, Inc. – Enclosure N
14. Recommendation: Approve leave of absence for a service employee at Belington Elementary School through approximately December 20, 2023. – Enclosure O
15. Recommendation: Accept the resignation of Marlana Pennington as a volunteer assistant cross country coach at Belington Middle School effective September 26, 2023. – Enclosure P
16. Recommendation: Accept the resignation of Justin Carter as head girls’ basketball coach at Philippi Middle School effective September 27, 2023. – Enclosure Q
17. Recommendation: Accept the resignation of Ray Freeman as assistant boys’ basketball coach at Kasson Elementary/Middle School effective September 28, 2023. – Enclosure R
18. Recommendation: Accept the resignation of Kimberly Fetter as a long-term substitute 4th-grade teacher at Belington Elementary School effective December 31, 2023. – Enclosure S
19. Recommendation: Accept the resignation of Sally Hammack as a long-term substitute 1st grade teacher at Philippi Elementary School effective at the end of the day on October 20, 2023. – Enclosure T
20. Recommendation: Employ the following personnel for the 2023/2024 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure U

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
	Belington Middle School	JobID: 9264 Itinerant Multi-Categorical w/Autism Instructor
	Junior Elementary School	JobID: 10406 Music Instructor (half-time)
	Philip Barbour High School	JobID: 10407 Itinerant Hearing Impaired/Visually Impaired/Multi-Categorical Instructor
	Philippi Middle School	JobID: 10410 Language Arts Instructor
	Kasson Elementary & Middle School	JobID: 10411 Itinerant Multi-Categorical w/Autism Instructor
	Barbour Board Office	JobID: 10412 School Psychologist

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	Philippi Middle School	JobID: 10413 Mathematics Instructor
	Philippi Middle School	JobID: 10414 Language Arts Instructor
	Philippi Middle School	JobID: 10415 Mathematics Instructor
	Kasson Elementary & Middle School	JobID: 10416 Mathematics/Social Studies Instructor
	Kasson Elementary & Middle School	JobID: 10417 Preschool/Preschool Special Needs Instructor
	Philippi Elementary School	JobID: 10420 Elementary Education Instructor
	Philip Barbour High School	JobID: 10421 Mathematics Instructor
	Philip Barbour High School	JobID: 10422 Mathematics Instructor
	Belington Middle School	JobID: 10423 Mathematics/Social Studies Instructor
	Philippi Middle School	JobID: 10424 Elementary Education Instructor
Leah Moss	Belington Elementary School	JobID: 10425 Elementary Education Instructor
	Philippi Middle School	JobID: 10426 Itinerant Multi-Categorical w/Autism Instructor
	Philip Barbour High School	JobID: 10427 Mathematics Instructor
	Philippi Middle School	JobID: 10428 Elementary Education Instructor
	Philip Barbour High School	JobID: 10429 Counselor
	Philip Barbour High School	JobID: 10430 Counselor
	Belington Elementary School	JobID: 10431 Elementary Education Instructor
	Philippi Middle School	JobID: 10434 Counselor (Itinerant)

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Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Barbour Board Office	JobID: 10432 Substitute Teacher(s)
	Barbour Board Office	JobID: 10433 Restricted Short-Term Substitute Teacher(s)

Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 10418 Athletic Trainer (Winter Sports)
	Philip Barbour High School	JobID: 10419 Athletic Trainer (Fall Sports)
	Philippi Middle School	JobID: 10182 Volunteer Assistant Football Coach
Melissa Parsons	Belington Elementary School	JobID: 10188 (5) After School Tutor(s) (Extra-curricular)

21. Recommendation: Approve listed persons to enter the bus operator training program for Barbour County Schools. – (Refer to Enclosure U)

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Items For Discussion, Consideration, and/or Possible Action –

1. Executive Session
2. Other

Next board meetings:

October 23, 2023, at 6:00 p.m. at the Board of Education Office (Regular Session)
(Philippi Elementary School Presentation)

Adjournment

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ADDENDUM

Personnel –

- 22. Recommendation: Accept the resignation of Amanda Sweet as an after-school tutor at Junior Elementary School effective September 28, 2023. – Enclosure # 1
- 23. Recommendation: Approve the following new positions to be created for the 2023-2024 school year to allow the school system to meet the needs of students and fluctuations in funding and student populations. – Enclosure # 2

Position	Location	Funding Source	FTE
Truancy Diversion Specialist	County	State Grant	1

- 24. Recommendation: Employ the following personnel for the 2023/2024 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure # 3

Regular Employee Assignments 2023-24 (FY24)		
Name of Person	Location	Job ID: Position
Samantha Daugherty	Belington Elementary School	JobID: 11080 1st Grade Instructional Aide/Supervisory Aide
	Kasson Elementary & Middle School	JobID: 11082 Itinerant Special Needs Aide/Supervisory Aide/Transportation Aide
	Philip Barbour High School	JobID: 11112 Itinerant Multi-Categorical w/Autism Instructor
	Philip Barbour High School	JobID: 11116 Itinerant Physical Education/Health/Parenting Instructor

Substitute Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
Laura Shelton	Belington Middle School	JobID: 11085 Long Term Substitute Mathematics/Social Studies Instructor
	Philip Barbour High School	JobID: 11135 Long Term Substitute General Science/Biology Instructor
Eddie Malcolm	Belington Elementary School	JobID: 11136 Long Term Substitute Custodian
Christie Allen	Philippi Elementary School	JobID: 11156 Long Term Substitute Elementary Education Instructor

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Extra-Curricular Employee Assignments 2023-24		
Name of Person	Location	Job ID: Position
	Philip Barbour High School	JobID: 11098 Assistant Wrestling Coach
Justice Arbogast	Philip Barbour High School	JobID: 11099 Volunteer Assistant Wrestling Coach
	Belington Middle School	JobID: 11100 Volunteer Assistant Cross Country Coach
	Philippi Middle School	JobID: 11103 Head Girls Basketball Coach
Trenton Schubert	Kasson Elementary & Middle School	JobID: 11107 Assistant Boys Basketball Coach
	Belington Middle School	JobID: 11109 Volunteer Assistant Baseball Coach
Lindsey Skinner, Kendyl Taylor	Junior Elementary School	JobID: 11114 (3) After School Tutor(s) (Extra-curricular)
	Philippi Elementary School	JobID: 11115 (1) Tutor (Extra-curricular)
	Philip Barbour High School	JobID: 11124 After School English Language Arts Tutor (Extra-Curricular)
	Philip Barbour High School	JobID: 11125 (1)After School Social Studies/English LanguageArts Tutor (Extra-Curricular)
	Philip Barbour High School	JobID: 11126 (1)After School Science/Mathematics Tutor (Extra-Curricular)
	Philippi Middle School	JobID: 11127 (1)Supervisory Employee prior to/after School(Extra-Curricular)